



Oak Lake Estates Homeowners Association
84 Oak Valley Drive, Spring Hill, TN 37174
www.olehoa.com olehoaboard@gmail.com

**Oak Lake Estates Lake Access Card Acknowledgment
Rental Property Owner - Key Card Release**

Owner Name: _____
Tenant Name: _____
Address of property: _____

As the Oak Lake Estates Homeowner Association property manager/rental owner (Member) for the address listed above, _____ requests that our tenants be granted an access key the community common area.

The tenants will be informed of the Oak Lake Estates Homeowners Associations policy on Common Area Rules and Regulations on accepting the key card. The property owner/management company, _____, accepts responsibility for the tenants regarding any violations of these rules and subsequent fines or penalties.

It is understood that the park, lake, and key card entries are monitored by video surveillance. The Member will be ultimately responsible for anyone using the lake assigned access card.

The Member understands that Member's and/or his or her guest's permitted use of the HOA Common Areas, specifically including, but not limited to the Park and the Lake, are strictly contingent upon the Member being in Good Standing with the HOA. Membership in GoodStanding shall mean:

- a. There are no outstanding dues, fees, liens, or other amounts owed by Member/Tenant and due and payable to the HOA that are over 30 days past payment due dates.
- b. There are no pending or active legal litigations, lawsuits, or other potentially adverse legal actions occurring between the HOA and Member/Tenant
- c. The Member/Tenant is not on a suspended action due to unlawful use of the Park and Lake area per the rules and regulations of the Park and Lake found at [Common-areas-and-Park-Rules.pdf \(olehoa.com\)](#)
- d. This Gate Card Agreement has been signed and dated by Member/Tenant prior to issuing Park and Lake Gate Card.
- e. The initial Lake Key is issued to new homeowners in Oak Lake Estates and Glen Oaks subdivision at no cost; however, we do require a fully refundable \$50 key card deposit which will be returned to the homeowner upon return of the key card to the HOA.

Lost card: \$50 (lost card number will be deactivated)
Replacement fees are due when receiving a replacement key card, no additional deposit is required.

Property Owner / Property Management Company Representative	Date
Tenant	Date